



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### City Council

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Tuesday, June 1, 2021

6:30 PM

Common Council: Council Chambers  
Public: In Person (Limited Capacity) or Virtual  
[https://waukesha-wi.zoom.us/webinar/register/WN\\_eG8Luk38Qx2Q7zDy0\\_bNMg](https://waukesha-wi.zoom.us/webinar/register/WN_eG8Luk38Qx2Q7zDy0_bNMg)  
Web ID: 996 9981 4126  
Passcode: 231594  
Phone: 877-853-5247  
Register for Public Comment by 4 pm

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#### 1. Roll Call

*Ald. Dean Lemke arrived at 6:40 p.m. at Item #21-2241*

**Present:** 14 - Pieper, Bartels, Cummings, Manion, Johnson, Rodriguez, D. Lemke, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

**Absent:** 1 - E. Payne

#### 2. Pledge of Allegiance

#### 3. Public Comment

#### 4. Approval of Minutes

##### A. [ID#21-2323](#) Minutes from May 18, 2021

**Attachments:** [ccmn210518 draft.pdf](#)

**A motion was made by Ald. Johnson, seconded by Ald. Miller to approve the Minutes from May 18, 2021. The motion carried by the following vote:**

**Aye:** 13 - Pieper, Bartels, Cummings, Manion, Johnson, Rodriguez, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

**Absent:** 2 - D. Lemke and E. Payne

#### Consent Agenda

*Licenses #21-2316 Invited Bartenders Heather Koerbel was held and Tina Bagues was re-invited. The remainder of the Consent Agenda passed by unanimous consent.*

#### 1. Other Boards and Commissions

##### A. [ID#21-2302](#) Review and act on proposed contract with Mob Craft Beer Inc. to provide beverage services at Cutler Park for the Grown-Up Movie in the Park event, August 19, 2021.

**Attachments:** [Council Agenda Cover Sheet-Mob Craft Beer Inc Grown Up Movie2021](#)  
[Parks-Beverage Service Contract-Mobcraft](#)

- B. [ID#21-2303](#) Review and act on proposed 2021 crop lease agreement associated with the Cardinal Ridge Park site.

**Attachments:** [COVER SHEET-Crop Land Lease 2021](#)  
[CROP LAND LEASE-Cardinal Ridge 2021](#)  
[CROP LEASE-Exhibit A](#)

- C. [ID#21-2304](#) Review and act on proposed easement with BridgeWalk Apartments LLC to relocate and reconstruct (including lighting) a portion of the Downtown Riverwalk trail to be on private property for public use.

**Attachments:** [Council Cover Sheet - 2021 BridgeWalk Apartments Riverwalk Trail Easement](#)  
[BridgeWalk Mandel - Waukesha-Trail Easement](#)  
[BridgeWalk Mandel - Waukesha-Trail Easement Exhibit B](#)

- D. [ID#21-2246](#) Approval of Mass Transit Paratransit Operating Aid Agreement with Wisconsin Department of Transportation (WisDOT) for 2021

**Attachments:** [Agenda Cover Sheet - Paratransit Aid](#)  
[2021 85.205 Waukesha](#)

- E. [ID#21-2247](#) Approval of Elimination of Bus Stops

**Attachments:** [Agenda Cover Sheet -Elimination of Bus Stops](#)

## **2. Plan Commission**

- A. [PC21-0036](#) 1606-1610 Lincoln Avenue, Certified Survey Map - Proposed 2 Lot CSM with Lot 1, 4.7865 acres, containing the existing commercial improvements, and Lot 2, 3.4509 acres, to the west is vacant and will be a proposed truck lot after rezoning.

**Attachments:** [CSM-Sheet 1-6](#)  
[Rezoning Exhibit](#)  
[Site Plan\\_Updated\\_0316](#)  
[CSM Checklist](#)  
[Lincoln Ave CSM Cover Sheet](#)  
[Lincoln Ave. CSM Dept. Comments](#)

## **3. Standing Committees**

### **A. Finance Committee - Ald. Pieper**

- A. [ID#21-2251](#) Review and act on a request to adopt a fee increase for Emergency Medical Services (EMS).
- Sponsors:** Fire Department
- Indexes:** EMS Fee Increase
- Attachments:** [Cover sheet - EMS Fee Increase](#)  
[2021 EMS Fees Comparable](#)  
[EMS Fees Review Overview Letter](#)  
[FD Rate Analysis 2021-2023](#)  
[Soft Billing Fee History Updated 2021](#)
- B. [ID#21-2352](#) Review and act on amending the 2021 CIP Budget for the burying of overhead utility facilities along W. St. Paul Avenue corridor in the amount of \$750,000
- Sponsors:** Public Works
- Indexes:** budget amendment
- Attachments:** [Cover sheet - WE Energies Buried Underground Facilities](#)

## **B. Building & Grounds Committee - Ald. E. Payne**

## **C. Ordinance & License Committee - Ald. Johnson**

### 1. Licenses

- [ID#21-2316](#) Invited Bartender
- Attachments:** [Bartender Applications 5-24-21](#)
- [ID#21-2318](#) Invited Other Licenses
- Attachments:** [Other License Applications 5-24-21](#)
- [ID#21-2319](#) Other Licenses
- Attachments:** [Other License Applications 5-24-21](#)

## **D. Human Resources - Ald. Manion**

- A. [ID#21-2136](#) Review and act on creating a Part-time AV Technician in the IT Department.
- Attachments:** [21-2136 Audio Visual Technician Cover Letter and Job Description](#)
- B. [ID#21-2271](#) Request to review and approve amendments to HR Policy B4 Separation

Policy

**Attachments:** [B4 Separation Procedure 5-2021](#)

- C. [ID#21-2272](#) Request to review and replace HR Policy B9 Personnel Record Keeping and Retention with City of Waukesha Records Retention Schedule

**Attachments:** [B9 Personnel Recordkeeping Retention 2021](#)  
[B9 Personnel Recordkeeping and Retention REPLACE WITH City Records Retention Schedule](#)

- D. [ID#21-2274](#) Request to review and approve amendments to HR Policy B13 Employee Political Activity

**Attachments:** [B13 City Employee Political Activity DRAFT 2021](#)

### **E. Board of Public Works - Dr. Fred Abadi**

- A. [ID#21-2263](#) Review and act on the Contract for Design and Construction Services for Meadowview Park Splashpad and Shelter.

**Sponsors:** Public Works

**Attachments:** [21-2263 BPW Agenda Cover-Design and Construction Services Meadowview Park Shelter and Splash Pad Design](#)

- B. [ID#21-2264](#) Review and act on Contract Change Order No. 1 with D. F. Tomasini Contractors, Inc., for the Oxford Road, Downing Drive, Algoma Terrace, Rawlins Drive and Badger Drive Utility and Street Improvements project.

**Sponsors:** Public Works

**Attachments:** [21-2264-BPW Agenda Cover Sheet - CO #1 - Oxford Downing Algoma Rawlins Badger Improvements](#)  
[21-2264 CCO1-Tomasini Contractors-Oxford Downing Algoma Rawlins Badger Utility and St Improv](#)

- C. [ID#21-2267](#) Review of WDNR Compliance Maintenance Annual Report (CMAR) for the year 2020 and Adoption of Resolution by Common Council.

**Sponsors:** Public Works

**Attachments:** [21-2267-BPW agenda Cover Sheet 2020 CMAR](#)  
[2020 cmar validated](#)  
[2020 resolution for COMPLIANCE MAINTENANCE ANNUAL REPORT](#)  
[CMAR 2020 report BPW cover letter](#)

- D. [ID#21-2268](#) Approve Storm Water Management Practice Maintenance Agreement between City of Waukesha and RMMI, LLC (aka Int'l. Infiniti Mercedes-Benz of Elmbrook), a for property located at 2228 E. Moreland Blvd.

**Sponsors:** Public Works

**Attachments:** [21-2268\\_BPW Agenda Cover-RMMI, LLC SW Agreement](#)  
[Int'l. Infiniti & Mercedes-Benz of ElmBrook](#)

### End of Consent Agenda

#### 5. New Business

#### **Reports**

#### 6. Other Boards and Commissions

A. Transit Commission Report - Dr. Fred Abadi

B. Water Utility Commission - Ald. Bartels

C. Information Technology Board Report - Ald. Manion

D. Landmarks Commission Report - Ald. Moltzan

E. Redevelopment Authority Report - Ald. R. Lemke

F. Parks, Recreation & Forestry Board Report - Ald. Johnson

G. Library Board Report - Ald. Miller

H. Cemetery Commission Report - Ald. McElderry

I. Waukesha Housing Authority Report - Ald. Pieper

J. Community Development Block Grant Committee Report - Jennifer Andrews

A. [ID#21-2154](#) Adopt a Resolution approving the allocation amounts for the 2022 grant year

**Attachments:** [2022 CDBG Allocation Resolution](#)  
[2022 CDBG Application- Senior Services](#)  
[2022 City of Waukesha - Facade Grant Program](#)  
[2022 City of Waukesha - Landmarks Paint and Repair Grants](#)  
[2022 City of Waukesha CDBG Adaptive](#)  
[2022 City of Waukesha CDBG Saratoga](#)  
[2022 City of Waukesha CDBG Sentinel](#)  
[2022 City of Waukesha- Historic Springs](#)  
[2022 City of Waukesha-ADA](#)  
[2022 Project Allocation Spreadsheet](#)

*Resolution #2021-4*

**A motion was made by Ald. Cummings, seconded by Ald. Pieper to adopt a Resolution approving the allocation amounts for the 2022 grant year. The motion carried by the following vote:**

**Aye:** 13 - Pieper, Bartels, Cummings, Manion, Johnson, Rodriguez, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

**Absent:** 2 - D. Lemke and E. Payne

K. Public Art Committee Report - Ald. Moltzan

7. Plan Commission - Jennifer Andrews

8. Standing Committees

A. Finance Committee Report - Ald. Pieper

B. Building & Grounds Committee Report - Ald. E. Payne

C. Ordinance & License Committee Report - Ald. Johnson

A. [ID#21-2241](#) Amend Mun. Code sections 9.115(4) and 9.11(18) to allow delivery of mixed drinks in sealed containers to customers in cars within licensed premises.

**Attachments:** [9.115\(2021\)\(2\) Memo with Ordinance.pdf](#)  
[Cover Sheet - Mixed Drinks to Cars.pdf](#)

*Ald. Dean Lemke arrived during this item.*

**A motion was made by Ald. Johnson, seconded by Ald. Rick Lemke to approve Amendment of Mun. Code sections 9.115(4) and 9.11(18) allowing delivery of mixed drinks in sealed containers to customers in cars within licensed premises. The motion carried by the following vote:**

**Aye:** 14 - Pieper, Bartels, Cummings, Manion, Johnson, Rodriguez, D. Lemke, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

**Absent:** 1 - E. Payne

D. Human Resources Committee Report - Ald. Manion

10. Director of Public Works Report

A. [ID#21-2256](#) Bids Received: Friday, May 14, 2021, at 11:00 a.m.  
Waukesha Police Department Addition and Renovation

The Board of Public Works recommends that the low bid from J.P. Cullen & Sons, Inc, in the amount of \$10,797,970.00 be awarded.

**Sponsors:** Public Works

**Attachments:** [Bid Tab PD Evidence Room And Addition](#)

**A motion was made by Ald. Pieper, seconded by Ald. Miller to approve the low bid award for the Waukesha Police Department Addition and Renovation to Cullen & Sons, Inc, in the amount of \$10,797,970.00. The motion carried by the following vote:**

**Aye:** 14 - Pieper, Bartels, Cummings, Manion, Johnson, Rodriguez, D. Lemke, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

**Absent:** 1 - E. Payne

- B.** [ID#21-2257](#) Bids Received: Friday, May 14, 2021, at 11:00 a.m.  
Recycling Center Retaining Wall Replacement

The Board of Public Works recommends that the low base bid from State Contractors, Inc., in the amount of \$668,916.50 be awarded.

**Sponsors:** Public Works

**Attachments:** [Bid Tab Recycling Center Retaining Wall Replacement](#)

**A motion was made by Ald. Pieper, seconded by Ald. Miller to approve the low base bid award for the Recycling Center Retaining Wall Replacement to State Contractors, Inc., in the amount of \$668,916.50. The motion carried by the following vote:**

**Aye:** 13 - Pieper, Bartels, Cummings, Manion, Johnson, Rodriguez, D. Lemke, Wells, Moltzan, Miller, R. Lemke, Browne and McElderry

**Nay:** 1 - C. Payne

**Absent:** 1 - E. Payne

- C.** [ID#21-2258](#) Bids Received: Friday, May 14, 2021, at 11:00 a.m.  
2021 Centerline and Miscellaneous Marking

The Board of Public Works recommends that the low bid from Century Fence Company in the amount of \$23,063.40 be awarded.

**Sponsors:** Public Works

**Attachments:** [Bid Tab Centerline Marking](#)

**A motion was made by Ald. Pieper, seconded by Ald. Miller to approve the low bid award for the 2021 Centerline and Miscellaneous Marking to Century Fence Company in the amount of \$23,063.40. The motion carried by the following vote:**

**Aye:** 14 - Pieper, Bartels, Cummings, Manion, Johnson, Rodriguez, D. Lemke, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

**Absent:** 1 - E. Payne

## 11. City Attorney's Report

## 12. City Administrator's Report

- A. [ID#21-2313](#) Report from the City Administrator

**Attachments:** [Admin Report 5-28-21](#)

## 13. Mayor's Report &amp; Referrals

- A. [ID#21-2314](#) Board and Committee Appointments

**Attachments:** [Letter for Council - June 1 2021](#)

[Betsy Forrest Resume](#)

[Curt Otto Resume](#)

[Jeff Fowle Resume](#)

[Kevin Reilly Letter](#)

**A motion was made by Ald. C. Payne, seconded by Ald. Johnson to approve the Board and Committee Appointments, Paul Kasprovicz & Betsy Forrest to the Public Library Board, Curt Otto to the PFC, Jeff Fowle to the Water Utility Commission, Dave Burch and Curt Otto to the Pubic Art Committee, Kevin Reilly to the BOZA, and Tom Schmitzer Sr. to the Ethics Board. The motion carried by the following vote:**

**Aye:** 13 - Pieper, Bartels, Manion, Johnson, Rodriguez, D. Lemke, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

**Nay:** 1 - Cummings

**Absent:** 1 - E. Payne

## 14. Referrals

*Ald. Moltzan referral to Building & Groundst to consider no parking signs on Pearl St in the areas noted in the picture attached (Pearl Street).*

## 15. Adjournment

*Adjourned at 6:50 pm*

Shawn Reilly, Mayor  
City of Waukesha

NOTICE: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact Fred Abadi, 48 hours prior to the meeting at 524-3600 or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.